

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 85
MAY 4, 2016 – WORK SESSION**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, May 4, 2016, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff Present: Bill Oakes, Director, Connie Bowers, Steve Marx, Catherine Kelley, Bryant Mercil

Others Present: Elaine Marlow, Budget Director

Record @ 00:05

Roads

Subject/Description: Surplus of 1980 Lynn Pony Trailers

Attachment: Memorandum dated 4/19/16 from Matt Nienhuis to BOCC

Action Requested: Approval to surplus 2 ea 1980 Lynn Pony Trailers.

Follow up: Okay with full Board to move surplus resolution forward to a Tuesday agenda.

Subject/Description: Liquid Asphalt Contract Extension No. 1

Attachment: Memorandum dated 4/19/16 from Matt Nienhuis to BOCC

Action Requested: Approval of contract extension between McAsphalt Industries, Ltd. and Island County Public Works for Liquid Asphalt Supplies for Pavement Preservation Program; Period: 5/2/16-5/1/17

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Add-on

Subject/Description: Freeland Trail project

Attachment: Memorandum dated 5/4/16 from Catherine Kelley, to BOCC

Information: Call for bid for Freeland Trail – Segment 1 on or after June 7, 2016 and anticipate opening bids on June 30, 2016.

Add-on

Subject/Description: Update to Public Works Project Initiation – Freeland Trail – Segment 1

Attachment: Memorandum dated 5/4/16 from Catherine Kelley, to BOCC

Action Requested: Approval of update to PWP 11-01 for Freeland Trail – Segment 1. The update reflects changes in the total appropriations for Engineering and Construction, as well as receipt of additional Federal Funds for construction of the project.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Add-on

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Subject/Description: Federal Aid Project Prospectus – Freeland Trail – Segment 1

Attachment: Memorandum dated 5/4/16 from Catherine Kelley, to BOCC

Action Requested: Approval of Federal Aid Project Prospectus STPE-2015 (078) for Freeland Trail – Segment 1.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Add-on

Subject/Description: Supplement to Local Agency Agreement

Attachment: Memorandum Dated 5/4/16 from Catherine Kelley, to BOCC

Action Requested: Approval of Local Agency Agreement (LAA) No. LA 3570, Supplement No, 2 to obligate Federal Construction Funds for the Freeland Trail – Segment 1.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Add-on

Subject/Description: Dog off lease plan on Henry Hollow on Camano

Attachment: none

Action Requested: Approval to move forward with plans for off lease dog park on Henry Hollow.

Follow up: Okay with full Board to move forward.

Add-on

Subject/Description: Purchase for Boon Road Phase 1 project

Attachment: Administrative Settlement Report

Action Requested: Bill Oakes informed the Board that Public Works received notification from the US Army Corps of Engineers that the easement the county purchased for the wetland mitigation site needed to be in perpetuity. The property owners did not want to give a permanent easement and asked the County to reconfigure the wetland mitigation to be contained within the south 5 acres of their parcel. The administrative offer summary was revised to include the value of the purchase.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Add-on

Subject/Description: Jail HVAC and County-Wide Energy Upgrades

Attachment: Memorandum dated 5/3/16 from Bryant Mercil, to BOCC

Action Requested: Approval of change order to modify existing Smoke Control System in the Jail and integrate the components with the new HVAC system; Amount: \$32,363.95.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, May 4, 2016 at 9:37 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Lynda Richards, Jennifer Wallace, Hiller West, Andy Griffith

Record @ 33:50

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Human Services

- Housing Navigator, new, C-11, #041/16
Commissioner Price Johnson moved to approve Job Requisition #041/16. The motion was seconded by Commissioner Hannold and carried with a vote of 2 to 1.
- Licensed Mental Health Professional, replacement, C-11 #044/16
Commissioner Johnson moved to approve Job Requisition #044/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Prosecuting Attorney

- Paralegal/Legal Assistant 2, replacement, C-9 #042/16
Commissioner Johnson moved to approve Job Requisition #042/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Planning & Community Development

- Plans Examiner/Building Inspector, replacement, C-9/10/11 DOQ #043/16
Commissioner Price Johnson moved to approve Job Requisition #043/16. The motion was seconded by Commissioner Johnson and carried unanimously.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, May 4, 2016, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Keith Higman, Director, Jill Wood

Others Present: Elaine Marlow, Budget Director

Record @ 55:32

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 88
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Administration

Subject/Description: WA State DOH – Consolidated Contract Amendment No. 7

Attachment: Contract No. C17111-Amendment No. 7

Action Requested: Approval of Amendment No. 7 to 2015-2017 Consolidated Contract; increase of \$2,100 for a revised maximum consideration of \$1,484,346.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

**Budget Director/GSA
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, May 4, 2016, at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Others Present: WAIF Executive Director Charles Vreeland, Shari Bibich, Shelter Manager, Bob Rupp, Board President, Cyndi Wilbert, WAIF Treasurer, Larry Van Horn, Debbie Thompson

Record @ 01:03:15

Subject/Description: RFP – Animal Shelter Services for Dogs in Unincorporated Whidbey

Attachment: Memorandum dated 4/11/16 from Elaine Marlow, to BOCC

Action Requested: Approval to begin contract negotiations with Whidbey Animals' Improvement Foundation (WAIF).

Annual Fee for Services	\$52,375.00
Animal Licensing Program:	\$ 1,500.00
Community Outreach & Education Program	\$ 5,000.00
Spay/Neuter Program	<u>\$ 6,000.00</u>
	\$64,875.00

Follow up: Okay with full Board to begin contact negotiations with WAIF, including all options.

Add-on

Subject/Description: Fairgrounds lease

Attachments: Island County Fairgrounds Lease Amendment No. 1

Action Requested: *Commissioner Price Johnson moved to approve Amendment No.1 to the Island County Fairgrounds Lease. The motion was seconded by Commissioner Johnson and carried unanimously.*

Subject/Description: Calendar for the 2017 Budget Process

Attachments: yes

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Discussion: Schedule meeting with Elected Officials and Department Heads to discuss countywide priorities for funding for the upcoming year and considers countywide budgetary goals for the upcoming year on June 28th in place of roundtable. Preliminary budget meetings with elected officials and department heads will occur at work session through August with workshops beginning in September.

Chairman's Agenda
Summary Minutes

The County Commissioners met during Chairman's portion of Work Session on Wednesday, May 4, 2016 at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Richard Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Others Present: Karen Bishop, WICD, Monte Marti, SCD, Sarah Richards, Tom Fournier, Tim Keohane, Ed Adams

Record @ 01:40:26

Subject/Description: Report on Fiscal Year 2015 activities from the Whidbey Island Conservation District and Snohomish Conservation District for Whidbey and Camano Islands

Attachment: WICD Summary Report of Accomplishments FY 2015, Snohomish Conservation District 2015 Accomplishments

Information: Karen Bishop, District Manager, Whidbey Island Conservation District and Monte Marti, Snohomish Conservation District, provided the Board with a brief review of their accomplishments for fiscal Year 2015.

EXECUTIVE SESSION ANNOUNCED

Commissioner Hannold announced the Board would recess and then meet in Executive Session at 11:30 a.m., as allowed under RCW 42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate. The Executive Session will take place in the Commissioners' Hearing Room, and is anticipated to last approximately 15 minutes. No announcement in open public session is expected.

The Board reconvened in regular session at 11:45 a.m.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, May 4, 2016 at 11:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

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County Commissioners: **Richard M. Hannold, Chair** **Staff: Virginia Shaddy**
 Jill Johnson, Member
 Helen Price Johnson, Member

Others Present: **Elaine Marlow, Budget Director**

Record @ 02:25:33

Subject/Description: Consider appointments/reappointments to the Board of Equalization (BOE)

Attachments: yes

Action Requested: The Board considered appointments/reappointments to the Board of Equalization (BOE).

Follow up: Okay with full Board to move recommendation forward to a Tuesday meeting.

Subject/Description: Consider appointments to the Water Resource Advisory Committee (WRAC)

Attachments: yes

Action Requested: The Board considered appointments to the Water Resource Advisory Committee (WRAC).

Follow up: Okay with full Board to move recommendation forward to a Tuesday meeting.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Richard M. Hannold, Member

Jill Johnson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board